

Discretionary Use Application Requirements

The zoning bylaw provides for discretionary land use and development which are deemed by Council to have one or more features or potential effects that warrant a proposal-specific review and which specifically require approval by a resolution of Council prior to initiating any activity or building construction.

Application Fees

An applicant proposing a discretionary form of development as defined within the Zoning Bylaw shall be subject to the following fees as prescribed by the Planning Fee Bylaw:

Basic Application - \$ 100.00

- One Accessory Agricultural Residence
- Residential Uses
- Market Garden, nurseries or green houses;
- Agricultural Tourism, Agricultural Industry, Agricultural Commercial;
- Oil and Gas-Related Commercial Uses;
- Aggregate Resource Extraction, Storage and Processing;
- Bed and Breakfast Homes;
- Home Occupation or Home-Based Business;
- Garden Suites;
- Residential Care Homes;
- Campgrounds;
- Wind Energy Systems;
- Institutional and Recreational Uses;
- Intensive Livestock Operations;
- Cemetery, Crematorium;
- Private Airstrips;
- Solid and Liquid Waste Disposal Facility
- Storage & Servicing of Vehicles & Equipment Used in Offsite Commercial Operations

Application Form Requirements:

The following application requirements apply:

- a. a completed application form to include:
 - description of the proposed use (i.e. warehousing, manufacturing, storage, etc.),
 - an estimation of traffic volumes generated to the property as a result of the proposed use;
 - lighting and signage requirements;
 - operational details including projected number of employees, seasons, days and hours of operation;
 - identification of safeguards that may be required to minimize nuisances to adjacent properties including noise, dust and odors;
 - method of disposal of solid or liquid waste generated from the use; and
 - any additional information concerning the use that describes the nature and intensity of use proposed.

- b. submission of any application appendices if necessary;
- c. receipt of full payment of the applicable application fee;
- d. a scaled site plan drawing showing, in detail, the site of the proposed discretionary use and including the following at a minimum:
 - north arrow;
 - boundaries of the parcel including approximate dimensions;
 - location and dimensions of existing buildings and structures;
 - location of proposed discretionary activity on the property including proposed buildings and structures and distances from the four property boundaries;
 - location of all existing and proposed utilities;
 - method of solid and liquid waste disposal generated from the use;
 - location of all existing and proposed approaches, driveways, parking and outdoor storage areas;
 - location of all distinguishing physical features located on or adjacent to the property including but not limited to sloughs, streams, drainage ways including culverts, wetlands, slopes bluffs etc.
 - any additional information concerning the use that describes the nature and intensity of the proposed development.

In addition to the above, the applicant shall be solely responsible for all costs associated with:

- a. satisfying Council's public notification policy;
- b. engagement of the necessary planning, engineering, legal or other professional expertise necessary to review an application and/or implement Council's decision; and
- c. registration of an interest on the title of the property proposed for development as prescribed by the Information Services Corporation (Land Titles).

Public Notification

Once the Planning Department has deemed the information provided as complete, a copy of the applicant's letter and site plan will be provided to various provincial departments, public agencies and to all landowners within a one (1) mile radius of the subject property. The aforementioned contacts will be provided with a minimum of 7 days from the date of mailing to provide written comments on the proposed use. Any written comments received will be included in the report provided to Council.